

Telford Preschool

England & Wales · Charity number 1154923

Details

| | |
|-------------|---|
| Other names | TELFORD PLAYSCHOOL |
| Status | Registered |
| Legal form | CIO |
| Registered | 2013-12-06 |
| Register | View on the Charity Commission register |

Contact

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|---------|--|
| Address | Telford Preschool Kelvin Road Leamington Spa Warwickshire CV32 7TE |
| Phone | 01926428700 |
| Email | telfordpreschool@gmail.com |
| Website | www.telfordplayschool.com |

Activities

Objects: THE CHARITY WORKS FOR THE PUBLIC BENEFIT HAVING AS ITS OBJECTS THE DEVELOPMENT AND EDUCATION OF CHILDREN AND YOUNG PEOPLE IN PARTICULAR BY:(1) PROMOTING THEIR CARE AND SAFETY;(2) PROMOTING THEIR EDUCATION AND PROMOTING PARENTAL INVOLVEMENT;(3) PROMOTING THEIR HEALTH AND WELLBEING;(4) PROVIDING SERVICES TO SUPPORT THEM AND THEIR FAMILIES AND CARERS;(5) PROVIDING SERVICES TO INDIVIDUALS HOLDING MEMBERSHIP OF THE CIO; AND(6) FURTHERING THE AIMS OF THE PRE-SCHOOL LEARNING ALLIANCE

Activities: To provide pre-school education and care to children in accordance with the Early Years Foundation Guidelines

Classification

- **How:** Provides Services
- **What:** Education/training
- **Who:** Children/young People

Geography

- Warwickshire

Finances

| Period end | Income | Expenditure | Assets | Employees |
|------------|----------|-------------|--------|-----------|
| 2024-08-31 | £117,955 | £109,255 | - | - |
| 2023-08-31 | £104,000 | £100,700 | - | - |
| 2022-08-31 | £98,931 | £97,816 | - | - |
| 2021-08-31 | £97,665 | £92,169 | - | - |
| 2020-08-31 | £93,677 | £85,853 | - | - |

Trustees

| Name | Role | Appointed |
|------------------------|-------|------------|
| Katherine Mary Watson | Chair | 2017-01-01 |
| Claire Harman-Sherwood | | 2019-10-17 |

Telford Preschool

England & Wales - Charity number 1154923

Accounts



Trustees' Annual Report for the period

From **1.09.2023** (Period start date) To **31/08/2024** (Period end date)

Charity name: **Telford Preschool**

Charity registration number: **1154923**

Objectives and Activities

| | SORP reference | |
|--|--------------------|---|
| Summary of the purposes of the charity as set out in its governing document | Para 1.17 | <ul style="list-style-type: none">• To provide a safe, secure, stimulating and caring environment in which children can learn and develop a sense of achievement through play.• To promote an atmosphere where every child feels that they belong and has a contribution to make, developing their own self-esteem and independence which will help them to make a natural transition to fulltime schooling.• To ensure each child is supported in developing their potential at their own pace by means of developmentally - appropriate play activities and a high level of individual adult input.• To provide activities and experiences that are planned to meet their individual stages of development within the EYFS.• To always look at ways to improve and update the environment, layout, equipment and resources available within the Preschool |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | The programme of activities provided for the children, planned by the staff, is in accordance with and followed the Early Years Foundation Guidelines. Children choose which activities they would like to participate in each session. The staff plan activities on a theme alongside the free play. There is regular access to the garden, which includes a covered space, as well as regular forest school sessions. Planned activities include but are not limited to cooking and making seasonal crafts. The staff work with the children to practice basic phonics work, |

| | | |
|--|-----------|---|
| | | <p>letter recognition and numeracy – appropriate to their age.</p> <p>Preschool is open to all who apply and we operate a waiting list. We accept Nursery Education Funding Grants which means children from any background can attend and we have a diverse intake.</p> <p>In planning our activities and programmes for the children, we keep in mind the Charity Commissions guidance on public benefit at our trustee meetings.</p> |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | |

Additional information (optional)

You may choose to include further statements where relevant about:

| | SORP reference | |
|--|----------------|--|
| Policy on grant making | Para 1.38 | |
| Policy on social investment including program related investment | Para 1.38 | |
| Contribution made by volunteers | Para 1.38 | |
| Other | | |

Achievements and Performance

| | SORP reference | |
|--|----------------|--|
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| | | |
|--|------------------|---|
| <p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p> | <p>Para 1.20</p> | <p>Providing pre-school education for approximately 50 children in a safe, secure, stimulating, and caring setting.</p> <p>Preschool achieved a 'outstanding' Ofsted grading in July 2022 and continues to provide exciting learning opportunities to children through sessional care.</p> <p>The new management team took up the reigns in January 2018, and two other new members of staff joined at this point. The new management team have continued to develop Preschool offering families in the local community a good early year's provision. Staffing retention has remained stable during this period.</p> <p>We had a successful range of fundraising events including a raffle and fayre.</p> <p>The trustees have continued and implemented a sustainable business model with forward planning. Ensured Preschool is following all Policies and Procedures and has high priority for Safeguarding procedures.</p> |
|--|------------------|---|

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|------------------|--|
| <p>Achievements against objectives set</p> | <p>Para 1.41</p> | |
| <p>Performance of fundraising activities against objectives set</p> | <p>Para 1.41</p> | |
| <p>Investment performance against objectives</p> | <p>Para 1.41</p> | |
| <p>Other</p> | | |

Financial Review

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|--|-----------|--|
| Review of the charity's financial position at the end of the period | Para 1.21 | |
| Statement explaining the policy for holding reserves stating why they are held | Para 1.22 | We have a reserves policy to maintain a reserve of £23,000. However this figure is currently being revised in line with the increase in cost of labour, building materials and wage increases etc. The reserves are unrestricted funds that are freely available to spend on any of the Trust's charitable purpose. They are held to service an unexpected need for funds, covering unforeseen day-to-day operational costs, a shortfall in income or to fulfil its obligations. Reserve levels are reported as part of the finance report at every Trustees meeting. |
| Amount of reserves held | Para 1.22 | £76,536. We have been advised in the last year to not invest in the building until the lease situation is resolved, hence the higher reserves compared to our policy. |
| Reasons for holding zero reserves | Para 1.22 | n/a |
| Details of fund materially in deficit | Para 1.24 | none |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | No uncertainties have been identified. |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|-----------|---|
| The charity's principal sources of funds (including any fundraising) | Para 1.47 | The majority of our income arises from Nursery Education Funding Grants and fees from the children attending the Preschool. The trustees, staff and parents, fundraised through the year to support the Preschool, putting on several events for the children and their families to attend. Wages are our greatest expense, as our staff are our greatest asset |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | n/a |
| A description of the principal risks facing the charity | Para 1.46 | Preschool lease has not been renewed. Preschool is on a monthly lease contract with the local authority. Preschool failed its EPC rating. |

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| | | Preschool has worked hard to have dialogue with its landlords with little success. |
| Other | | |

Structure, Governance and Management

| | | |
|---|-----------|---|
| Description of charity's trusts: | | |
| Type of governing document (trust deed, royal charter) | Para 1.25 | Model CIO Constitution for Childcare Providers 2013 |
| How is the charity constituted? (e.g unincorporated association, CIO) | Para 1.25 | CIO (Charitable Incorporated Organisation) |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | Trustees are appointed or re-appointed annually. |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|-----------|---|
| Policies and procedures adopted for the induction and training of trustees | Para 1.51 | <p>The preschool works to its policies and procedure documents which are updated annually.</p> <p>The original management team retired in December 2017. The Trustees recruited a new management team who started January 2018. The change was managed to maintain staff retention and alleviate parental concerns.</p> <p>Safeguarding of the children attending is always the primary concern of Telford Preschool.</p> <p>The (volunteer) team of Trustees oversees the organisation of the Preschool and the line management of the manager. The manager oversees the day to day running of the Preschool and the line management of all other staff.</p> |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | |
| Relationship with any related parties | Para 1.51 | |
| Other | | |

Reference and Administrative details

| | |
|-----------------------------|--|
| Charity name | Telford Preschool |
| Other name the charity uses | none |
| Registered charity number | 1154923 |
| Charity's principal address | Telford Preschool Kelvin Road Leamington Spa Cv32 7TE |
| | |

Names of the charity trustees who manage the charity

| | Trustee name | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|------------------------|------------------------|--|--|
| 1 | Katherine Watson | Chair | | |
| 2 | Kate D'Alessandrow | Committee member | | |
| 3 | Claire Harman-Sherwood | Committee member | | |
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Corporate trustees – names of the directors at the date the report was approved

| Director name | | |
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Name of trustees holding title to property belonging to the charity

| Trustee name | Dates acted if not for whole year | |
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Funds held as custodian trustees on behalf of others

| | |
|---|------|
| Description of the assets held in this capacity | None |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects | N/A |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets | N/A |

Additional information (optional)

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
|-----------------|------|---------|

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Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

| | | |
|--|------------------|--|
| Signature(s) | | |
| Full name(s) | Katherine Watson | |
| Position (eg Secretary, Chair, etc) | Chair | |
| Date | 13.06.2025 | |



Section A

Independent Examiner's Report

| | | | |
|---------------------------------------|---|----------------------------|---------|
| Report to the trustees | Charity Name Telford Preschool | | |
| On accounts for the year ended | 31 st August 2024 | Charity no (if any) | 1154923 |
| Set out on pages | 1 to 14 <small>(remember to include the page numbers of additional sheets)</small> | | |

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 August 2024.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts

Signed: **Date:**

Name:

Relevant professional qualification(s) or body (if any):

Address:

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

TELFORD PRESCHOOL
REGISTERED CHARITY NO 1154923
RECEIPTS AND PAYMENTS FOR THE YEAR TO 31 AUGUST 2024

| | Notes | Period to 31st August 2024 £ | Period to 31st August 2023 £ |
|-----------------------------------|-------|------------------------------------|------------------------------------|
| Income | | | |
| Funding | | 92,583.48 | 79,806.30 |
| Fees | | 23,942.00 | 23,547.96 |
| Fundraising & Donations | | 724.92 | 460.26 |
| Interest | | 705.32 | 258.36 |
| Total Income | | 117,955.72 | 104,072.88 |
| Less Operating Expenses | | | |
| Accounting, Bookkeeping & Payroll | | 2,555.30 | 2,516.40 |
| Art & Craft Consumables | | 205.53 | 307.66 |
| Furniture & Equipment | | 52.76 | 296.14 |
| Fundraising Expenses | | 32.14 | 3.00 |
| Health, Hygiene & Cleaning | | 1,248.66 | 1,027.66 |
| Insurance, ICO & Ofsted | | 783.02 | 717.00 |
| Phone & Broadband | | 1,075.79 | 836.15 |
| Postage, Printing & Stationery | | 234.39 | 440.72 |
| Rent & Rates | | 2,680.66 | 3,372.36 |
| Repairs & Maintenance | | 1,019.83 | 763.80 |
| Snacks & Food | | 94.90 | 164.97 |
| Staff & Child Welfare | | - | 124.00 |
| Subscriptions | | 255.87 | 245.98 |
| Toys, Books & Resources | | 145.92 | 143.25 |
| Training and DBS | | 167.55 | 298.78 |
| Utilities | | 5,887.37 | 5,656.35 |
| Wages & Pensions | | 91,259.33 | 82,547.67 |
| Waste Collection | | 1,436.76 | 1,117.73 |
| Website & Advertising | | 120.00 | 121.04 |
| Total Operating Expenses | | 109,255.78 | 100,700.66 |
| Surplus/Deficit | | 8,699.94 | 3,372.22 |
| Cash balances b/f | | 67,836.50 | 64,464.28 |
| Balances c/f | | 76,536.44 | 67,836.50 |

TELFORD PRESCHOOL
REGISTERED CHARITY NO 1154923
STATEMENT OF ASSETS AND LIABILITIES FOR THE YEAR TO 31 AUGUST 2024

| | Notes | Period to 31st August 2024 | Period to 31st August 2023 |
|--------------------------------|-------|-------------------------------|-------------------------------|
| | | £ | £ |
| RESERVES | | | |
| Balance b/f | | 67,836.50 | 64,464.28 |
| Excess income over expenditure | | 8,699.94 | 3,372.22 |
| | | <u>76,536.44</u> | <u>67,836.50</u> |
| CASH FUNDS | | | |
| Current Account | | 29,801.66 | 21,807.04 |
| Deposit Account | | 46,734.78 | 46,029.46 |
| | | <u>76,536.44</u> | <u>67,836.50</u> |
| LIABILITIES | | | |
| Independent Examination | 3 | 180.00 | 180.00 |
| PAYE/NI | 4 | 436.83 | 437.14 |
| Pensions | 5 | - | 258.91 |
| Rent | 6 | 229.18 | 229.18 |
| | | <u>846.01</u> | <u>1,105.23</u> |
| FUNDS OF THE CHARITY | | | |
| Restricted funds | | - | - |
| Unrestricted funds | | 76,536.44 | 67,836.50 |
| | | <u>76,536.44</u> | <u>67,836.50</u> |

TELFORD PRESCHOOL
REGISTERED CHARITY NO 1154923
NOTES TO THE ACCOUNTS

1 ACCOUNTING POLICIES

Basis of Accounting

The financial statements have been prepared on the receipts and payments basis.

Income

All income is included at the time of receipt.

Expenses

All expenditure is accounted for at the time of payment.

2 EQUIPMENT

All equipment purchased by the charity is included under these headings as an expense. No items have been capitalised.

3 INDEPENDENT EXAM AND BOOKKEEPING FEES

£180 due for Independent Examination costs for the 2023-2024 financial year.

4 PAYE/NI

PAYE/NI contributions for the month of August due after 06.09.24.

5 PENSIONS

PAYE/NI contributions for the month of August paid in September 2024.

5 RENT

Rent for the amount of £229.18 for August remains outstanding.

Telford Preschool

England & Wales - Charity number 1154923

Accounts



Trustees' Annual Report for the period

From **01/09/2022** (Period start date) To **31/08/2023** (Period end date)

Charity name: **Telford Preschool**

Charity registration number: **1154923**

Objectives and Activities

| | SORP reference | |
|--|--------------------|---|
| Summary of the purposes of the charity as set out in its governing document | Para 1.17 | <ul style="list-style-type: none">• To provide a safe, secure, stimulating and caring environment in which children can learn and develop a sense of achievement through play.• To promote an atmosphere where every child feels that they belong and has a contribution to make, developing their own self-esteem and independence which will help them to make a natural transition to fulltime schooling.• To ensure each child is supported in developing their potential at their own pace by means of developmentally - appropriate play activities and a high level of individual adult input.• To provide activities and experiences that are planned to meet their individual stages of development within the EYFS.• To always look at ways to improve and update the environment, layout, equipment and resources available within the Preschool |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | The programme of activities provided for the children, planned by the staff, is in accordance with and following the Early Years Foundation Guidelines. Children choose which activities they would like to participate in each session. The staff plan activities on a theme alongside the free play. There is regular access to the garden, which includes a covered space, as well as regular forest school sessions. Planned activities include but are not limited to cooking and making seasonal crafts. The staff work with the children to practice basic phonics work, |

| | | |
|--|-----------|--|
| | | <p>letter recognition and numeracy – appropriate to their age.</p> <p>Preschool is open to all who apply and we operate a waiting list. We accept Nursery Education Funding Grants which means children from any background can attend and we have a diverse intake.</p> |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | In planning our activities and programmes for the children, we keep in mind the Charity Commissions guidance on public benefit at our trustee meetings. |

Additional information (optional)

You may choose to include further statements where relevant about:

| | SORP reference | |
|--|----------------|--|
| Policy on grant making | Para 1.38 | |
| Policy on social investment including program related investment | Para 1.38 | |
| Contribution made by volunteers | Para 1.38 | |
| Other | | |

Achievements and Performance

| | SORP reference | |
|---|----------------|---|
| Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole. | Para 1.20 | <p>Providing pre-school education for approximately 50 children in a safe, secure, stimulating, and caring setting.</p> <p>Preschool achieved a 'outstanding' Ofsted grading in July 2022 and continues to provide exciting learning opportunities to children through sessional care.</p> <p>The new management team took up the reigns in January 2018, and two other new members of staff joined at this point. The new management team have continued to develop Preschool offering families in the local community a good early year's provision. Staffing retention has remained stable during this period.</p> <p>We had a successful range of fundraising events including a raffle and joint fayre with adjoining infants school.</p> <p>The trustees have continued and implemented a sustainable business model with forward planning. Ensured Preschool is following all Policies and Procedures and has high priority for Safeguarding procedures.</p> |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|--|-----------|--|
| Achievements against objectives set | Para 1.41 | |
| Performance of fundraising activities against objectives set | Para 1.41 | |
| Investment performance against objectives | Para 1.41 | |
| | | |

| | | |
|-------|--|--|
| Other | | |
|-------|--|--|

Financial Review

| | | |
|--|-----------|--|
| Review of the charity's financial position at the end of the period | Para 1.21 | |
| Statement explaining the policy for holding reserves stating why they are held | Para 1.22 | <p>We have a reserves policy to maintain a reserve of £23,000.</p> <p>The reserves are unrestricted funds that are freely available to spend on any of the Trust's charitable purpose. They are held to service an unexpected need for funds, covering unforeseen day-to-day operational costs, a shortfall in income or to fulfil its obligations. Reserve levels are reported as part of the finance report at every Trustees meeting.</p> <p>In relation to our lack of lease, mentioned below, we have been instructed to not invest money on the building etc which is why we have a much larger reserve pot than required.</p> |
| Amount of reserves held | Para 1.22 | £67,836.50 |
| Reasons for holding zero reserves | Para 1.22 | n/a |
| Details of fund materially in deficit | Para 1.24 | none |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|-----------|--|
| The charity's principal sources of funds (including any fundraising) | Para 1.47 | <p>The majority of our income arises from Nursery Education Funding Grants and fees from the children attending the Preschool.</p> <p>The trustees, staff and parents, fundraised through the year to support the Preschool, putting on several events for the children and their families to attend.</p> <p>Wages are our greatest expense, as our staff are our greatest asset</p> |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | n/a |
| | Para 1.46 | Preschool lease has not been renewed. Preschool is on a monthly lease contract with the local authority. |

| | | |
|---|--|--|
| A description of the principal risks facing the charity | | Preschool failed its EPC rating. Preschool has worked hard to have dialogue with its landlords with little success. |
| Other | | |

Structure, Governance and Management

| | | |
|---|-----------|---|
| Description of charity's trusts: | | |
| Type of governing document (trust deed, royal charter) | Para 1.25 | Model CIO Constitution for Childcare Providers 2013 |
| How is the charity constituted? (e.g unincorporated association, CIO) | Para 1.25 | CIO (Charitable Incorporated Organisation) |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | Trustees are appointed or re-appointed annually. |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|-----------|---|
| Policies and procedures adopted for the induction and training of trustees | Para 1.51 | <p>The preschool works to its policies and procedure documents which are updated annually.</p> <p>The original management team retired in December 2017. The Trustees recruited a new management team who started January 2018. The change was managed to maintain staff retention and alleviate parental concerns.</p> <p>The preschool was rebranded Telford Preschool in July 2019</p> <p>Safeguarding of the children attending is always the primary concern of Telford Preschool.</p> <p>The (volunteer) team of Trustees oversees the organisation of the Preschool and the line management of the manager. The manager oversees the day to day running of the Preschool and the line management of all other staff.</p> |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | |
| Relationship with any related parties | Para 1.51 | |
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| Other | | |
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Reference and Administrative details

| | |
|-----------------------------|--|
| Charity name | Telford Preschool |
| Other name the charity uses | none |
| Registered charity number | 1154923 |
| Charity's principal address | Telford Preschool Kelvin Road Leamington Spa Cv32 7TE |
| | |

Names of the charity trustees who manage the charity

| | Trustee name | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|------------------------|------------------------|--|--|
| 1 | Katherine Watson | Chair | | |
| 2 | Kate D'Alessandro | Committee member | | |
| 3 | Claire Harman-Sherwood | Committee member | | |
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Corporate trustees – names of the directors at the date the report was approved

| Director name | | |
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Name of trustees holding title to property belonging to the charity

| Trustee name | Dates acted if not for whole year | |
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Funds held as custodian trustees on behalf of others

| | |
|---|--|
| Description of the assets held in this capacity | |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects | |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets | |

Additional information (optional)

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
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Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

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| Signature(s) | KWATSON | |
| Full name(s) | Katherine Watson | |
| Position (eg Secretary, Chair, etc) | Chair | |
| Date | 24.05.24 | |



Section A

Independent Examiner's Report

| | | | |
|---------------------------------------|---|----------------------------|---------|
| Report to the trustees | Charity Name Telford Preschool | | |
| On accounts for the year ended | 31 st August 2023 | Charity no (if any) | 1154923 |
| Set out on pages | 1 to 14 <small>(remember to include the page numbers of additional sheets)</small> | | |

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 August 2023.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts

Signed: **Date:**

Name:

Relevant professional qualification(s) or body (if any):

Address:

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

TELFORD PRESCHOOL
REGISTERED CHARITY NO 1154923
RECEIPTS AND PAYMENTS FOR THE YEAR TO 31 AUGUST 2023

| | Notes | Period to 31st August 2023 £ | Period to 31st August 2022 £ |
|-----------------------------------|-------|------------------------------------|------------------------------------|
| Income | | | |
| Funding | | 79,806.30 | 79,154.70 |
| Fees | | 23,547.96 | 18,790.00 |
| Fundraising & Donations | | 460.26 | 803.35 |
| Coronavirus SSP Reclaim | | - | 168.61 |
| Interest | | 258.36 | 15.05 |
| Total Income | | 104,072.88 | 98,931.71 |
| Less Operating Expenses | | | |
| Accounting, Bookkeeping & Payroll | | 2,516.40 | 2,686.05 |
| Art & Craft Consumables | | 307.66 | 462.14 |
| Furniture & Equipment | | 296.14 | 901.02 |
| Fundraising Expenses | | 3.00 | - |
| Health, Hygiene & Cleaning | | 1,027.66 | 1,052.57 |
| Insurance, ICO & Ofsted | | 717.00 | 767.56 |
| Phone & Broadband | | 836.15 | 913.69 |
| Postage, Printing & Stationery | | 440.72 | 587.73 |
| Rent & Rates | | 3,372.36 | 2,474.07 |
| Repairs & Maintenance | | 763.80 | 1,552.58 |
| Snacks & Food | | 164.97 | 153.22 |
| Staff & Child Welfare | | 124.00 | 51.00 |
| Subscriptions | | 245.98 | 128.47 |
| Toys, Books & Resources | | 143.25 | 283.77 |
| Training and DBS | | 298.78 | 768.41 |
| Utilities | | 4,766.83 | 3,360.39 |
| Wages & Pensions | | 83,437.19 | 80,467.02 |
| Waste Collection | | 1,117.73 | 1,055.98 |
| Website & Advertising | | 121.04 | 151.07 |
| Total Operating Expenses | | 100,700.66 | 97,816.74 |
| Surplus/Deficit | | 3,372.22 | 1,114.97 |
| Cash balances b/f | | 64,464.28 | 63,349.31 |
| Balances c/f | | 67,836.50 | 64,464.28 |

TELFORD PRESCHOOL
REGISTERED CHARITY NO 1154923
STATEMENT OF ASSETS AND LIABILITIES FOR THE YEAR TO 31 AUGUST 2023

| | Notes | Period to 31st August 2023 | Period to 31st August 2022 |
|--------------------------------|-------|-------------------------------|-------------------------------|
| | | £ | £ |
| RESERVES | | | |
| Balance b/f | | 64,464.28 | 63,349.31 |
| Excess income over expenditure | | 3,372.22 | 1,114.97 |
| | | <u>67,836.50</u> | <u>64,464.28</u> |
| CASH FUNDS | | | |
| Current Account | | 21,807.04 | 18,693.18 |
| Deposit Account | | 46,029.46 | 45,771.10 |
| | | <u>67,836.50</u> | <u>64,464.28</u> |
| LIABILITIES | | | |
| Independent Examination | 3 | 180.00 | 180.00 |
| PAYE/NI | 4 | 437.14 | 368.54 |
| Pensions | 5 | 258.91 | - |
| Rent | 6 | 229.18 | 229.18 |
| FUNDS OF THE CHARITY | | | |
| Restricted funds | | - | - |
| Unrestricted funds | | 67,836.50 | 64,464.28 |
| | | <u>67,836.50</u> | <u>64,464.28</u> |

Telford Preschool

England & Wales - Charity number 1154923

Accounts



Trustees' Annual Report for the period

From **01/092021** (Period start date) To **31/08/2022** (Period end date)

Charity name: **Telford Preschool**

Charity registration number: **1154923**

Objectives and Activities

| | SORP reference | |
|--|--------------------|---|
| Summary of the purposes of the charity as set out in its governing document | Para 1.17 | <ul style="list-style-type: none">• To provide a safe, secure, stimulating and caring environment in which children can learn and develop a sense of achievement through play.• To promote an atmosphere where every child feels that they belong and has a contribution to make, developing their own self-esteem and independence which will help them to make a natural transition to fulltime schooling.• To ensure each child is supported in developing their potential at their own pace by means of developmentally - appropriate play activities and a high level of individual adult input.• To provide activities and experiences that are planned to meet their individual stages of development within the EYFS.• To always look at ways to improve and update the environment, layout, equipment and resources available within the Preschool |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | The programme of activities provided for the children, planned by the staff, is in accordance with and followed the Early Years Foundation Guidelines. Children choose which activities they would like to participate in each session. The staff plan activities on a theme alongside the free play. There is regular access to the garden, which includes a covered space, as well as regular forest school sessions. Planned activities include but are not limited to cooking and making seasonal crafts. The staff work with the children to practice basic phonics work, |

| | | |
|--|-----------|---|
| | | <p>letter recognition and numeracy – appropriate to their age.</p> <p>Preschool is open to all who apply and we operate a waiting list. We accept Nursery Education Funding Grants which means children from any background can attend and we have a diverse intake.</p> <p>In planning our activities and programmes for the children, we keep in mind the Charity Commissions guidance on public benefit at our trustee meetings.</p> |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | |

Additional information (optional)

You may choose to include further statements where relevant about:

| | SORP reference | |
|--|----------------|--|
| Policy on grant making | Para 1.38 | |
| Policy on social investment including program related investment | Para 1.38 | |
| Contribution made by volunteers | Para 1.38 | |
| Other | | |

Achievements and Performance

| | SORP reference | |
|--|----------------|--|
| | | |

| | | |
|--|------------------|---|
| <p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p> | <p>Para 1.20</p> | <p>Providing pre-school education for approximately 50 children in a safe, secure, stimulating, and caring setting.</p> <p>Preschool achieved a 'outstanding' Ofsted grading in July 2022 and continues to provide exciting learning opportunities to children through sessional care.</p> <p>The new management team took up the reigns in January 2018, and two other new members of staff joined at this point. The new management team have continued to develop Preschool offering families in the local community a good early year's provision. Staffing retention has remained stable during this period.</p> <p>We had a successful range of fundraising events including a raffle and joint fayre with adjoining infants school.</p> <p>The trustees have continued and implemented a sustainable business model with forward planning. Ensured Preschool is following all Policies and Procedures and has high priority for Safeguarding procedures.</p> |
|--|------------------|---|

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|------------------|--|
| <p>Achievements against objectives set</p> | <p>Para 1.41</p> | |
| <p>Performance of fundraising activities against objectives set</p> | <p>Para 1.41</p> | |
| <p>Investment performance against objectives</p> | <p>Para 1.41</p> | |
| <p>Other</p> | | |

Financial Review

| | | |
|--|-----------|---|
| Review of the charity's financial position at the end of the period | Para 1.21 | Income for the year was £98,931.71 (see accounts), of which 80% is from government funding. Operating expenses for the year were £97,816.74 and the charities largest expenditure is on staff wages which accounts for 82% of the total expenditure. Surplus for the year was £1,114.97. |
| Statement explaining the policy for holding reserves stating why they are held | Para 1.22 | We have a reserves policy to maintain a reserve of £23,000. The reserves are unrestricted funds that are freely available to spend on any of the Trust's charitable purpose. They are held to service an unexpected need for funds, covering unforeseen day-to-day operational costs, a shortfall in income or to fulfil its obligations. Reserve levels are reported as part of the finance report at every Trustees meeting. Currently we are holding higher reserves which we are looking to utilise in the coming years. |
| Amount of reserves held | Para 1.22 | £64,464.28. |
| Reasons for holding zero reserves | Para 1.22 | n/a |
| Details of fund materially in deficit | Para 1.24 | none |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|-----------|---|
| The charity's principal sources of funds (including any fundraising) | Para 1.47 | The majority of our income arises from Nursery Education Funding Grants and fees from the children attending the Preschool. The trustees, staff and parents, fundraised through the year to support the Preschool, putting on several events for the children and their families to attend. Wages are our greatest expense, as our staff are our greatest asset |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | n/a |
| | Para 1.46 | Preschool lease has not been renewed. Preschool is on a monthly lease contract. |

| | | |
|---|--|--|
| A description of the principal risks facing the charity | | Preschool failed its UPC rating. Preschool has worked hard to have dialogue with its landlords with little success. |
| Other | | |

Structure, Governance and Management

| | | |
|---|-----------|--|
| Description of charity's trusts: | | |
| Type of governing document (trust deed, royal charter) | Para 1.25 | Model CIO Constitution for Childcare Providers 2013, as amended 26 June 2019 and 17 December 2019. |
| How is the charity constituted? (e.g unincorporated association, CIO) | Para 1.25 | CIO (Charitable Incorporated Organisation) |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | Trustees are appointed or re-appointed annually. |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|-----------|---|
| Policies and procedures adopted for the induction and training of trustees | Para 1.51 | <p>The preschool works to its policies and procedure documents which are updated annually.</p> <p>The original management team retired in December 2017. The Trustees recruited a new management team who started January 2018. The change was managed to maintain staff retention and alleviate parental concerns.</p> <p>The preschool was rebranded Telford Preschool in July 2019</p> <p>Safeguarding of the children attending is always the primary concern of Telford Preschool.</p> <p>The (volunteer) team of Trustees oversees the organisation of the Preschool and the line management of the manager. The manager oversees the day to day running of the Preschool and the line management of all other staff.</p> |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | |
| Relationship with any related parties | Para 1.51 | |

| | | |
|-------|--|--|
| Other | | |
|-------|--|--|

Reference and Administrative details

| | |
|-----------------------------|--|
| Charity name | Telford Preschool |
| Other name the charity uses | none |
| Registered charity number | 1154923 |
| Charity's principal address | Telford Preschool Kelvin Road Leamington Spa Cv32 7TE |
| | |

Funds held as custodian trustees on behalf of others

| | |
|---|--|
| Description of the assets held in this capacity | |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects | |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets | |

Additional information (optional)

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
|-----------------|------|---------|

| | | |
|--|--|--|
| | | |
| | | |
| | | |
| | | |

Name of chief executive or names of senior staff members (Optional information)

| |
|--|
| |
|--|

Exemptions from disclosure

Reason for non-disclosure of key personnel details

| |
|--|
| |
|--|

Other optional information

| |
|--|
| |
|--|

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

| | | |
|--|------------------|--|
| Signature(s) | | |
| Full name(s) | Katherine Watson | |
| Position (eg Secretary, Chair, etc) | Chair | |
| Date | 19.06.2023 | |



Section A

Independent Examiner's Report

Report to the trustees/
members of

Telford Preschool

On accounts for the year
ended

31 August 2022

Charity no
(if any)

1154923

Set out on pages

1 - 15

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2022

Responsibilities and
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

Date: 19/06/2023

Name: Rebecca Coles

Relevant professional
qualification(s) or body

ACCA

(if any):

Address:

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

No matters of concern were identified during the independent examination.

TELFORD PRESCHOOL
REGISTERED CHARITY NO 1154923
RECEIPTS AND PAYMENTS FOR THE YEAR TO 31 AUGUST 2022

| | Notes | Period to 31st August 2022 | Period to 31st August 2021 |
|-----------------------------------|-------|-------------------------------|-------------------------------|
| | | £ | £ |
| Income | | | |
| Funding | | 79,154.70 | 76,207.29 |
| Fees | | 18,790.00 | 21,023.00 |
| Fundraising & Donations | | 803.35 | 381.41 |
| Coronavirus SSP Reclaim | | 168.61 | - |
| Interest | | 15.05 | 53.53 |
| Total Income | | 98,931.71 | 97,665.23 |
| Less Operating Expenses | | | |
| Accounting, Bookkeeping & Payroll | | 2,686.05 | 2,193.75 |
| Art & Craft Consumables | | 462.14 | 479.36 |
| Furniture & Equipment | | 901.02 | 364.40 |
| Health, Hygiene & Cleaning | | 1,052.57 | 1,257.79 |
| Insurance, ICO & Ofsted | | 767.56 | 829.85 |
| Phone & Broadband | | 913.69 | 789.39 |
| Postage, Printing & Stationery | | 587.73 | 410.01 |
| Rent & Rates | | 2,474.07 | 4,036.26 |
| Repairs & Maintenance | | 1,552.58 | 306.00 |
| Snacks & Food | | 153.22 | 154.16 |
| Staff & Child Welfare | | 51.00 | 160.80 |
| Subscriptions | | 128.47 | 79.99 |
| Toys, Books & Resources | | 283.77 | 1,147.68 |
| Training and DBS | | 768.41 | 451.00 |
| Utilities | | 3,360.39 | 4,196.14 |
| Wages & Pensions | | 80,467.02 | 73,905.95 |
| Waste Collection | | 1,055.98 | 1,322.88 |
| Website & Advertising | | 151.07 | 84.00 |
| Total Operating Expenses | | 97,816.74 | 92,169.41 |
| Surplus/Deficit | | 1,114.97 | 5,495.82 |
| Cash balances b/f | | 63,349.31 | 57,853.49 |
| Balances c/f | | 64,464.28 | 63,349.31 |

TELFORD PRESCHOOL
REGISTERED CHARITY NO 1154923
STATEMENT OF ASSETS AND LIABILITIES FOR THE YEAR TO 31 AUGUST 2022

| | Notes | Period to 31st August 2022 | Period to 31st August 2021 |
|--------------------------------|-------|-------------------------------|----------------------------------|
| | | £ | £ |
| RESERVES | | | |
| Balance b/f | | 63,349.31 | 57,853.49 |
| Excess income over expenditure | | 1,114.97 | 5,495.82 |
| | | <u>64,464.28</u> | <u>63,349.31</u> |
| CASH FUNDS | | | |
| Current Account | | 18,693.18 | 17,593.26 |
| Deposit Account | | 45,771.10 | 45,756.05 |
| | | <u>64,464.28</u> | <u>63,349.31</u> |
| LIABILITIES | | | |
| Independent Examination | 3 | 180.00 | 180.00 |
| PAYE/NI | 4 | 368.54 | 369.55 |
| Rent | 5 | 229.18 | - |
| FUNDS OF THE CHARITY | | | |
| Restricted funds | | - | - |
| Unrestricted funds | | 64,464.28 | 63,349.31 |
| | | <u>64,464.28</u> | <u>63,349.31</u> |

TELFORD PRESCHOOL
REGISTERED CHARITY NO 1154923
NOTES TO THE ACCOUNTS

1 ACCOUNTING POLICIES

Basis of Accounting

The financial statements have been prepared on the receipts and payments basis.

Income

All income is included at the time of receipt.

Expenses

All expenditure is accounted for at the time of payment.

2 EQUIPMENT

All equipment purchased by the charity is included under these headings as an expense. No items have been capitalised.

3 INDEPENDENT EXAM AND BOOKKEEPING FEES

£180 due for Independent Examination costs for the 2022-2023 financial year.

4 PAYE/NI

PAYE/NI contributions for the month of August due after 06.09.22.

5 RENT

Rent for the amount of £229.18 for August remains outstanding.

Telford Preschool

England & Wales - Charity number 1154923

Accounts



Trustees' Annual Report for the period

From 1st September 2020 Period start date To 31st August 2021
Period end date

Charity name: Telford Preschool

Charity registration number:1154923

Objectives and Activities

| | SORP reference | |
|--|--------------------|---|
| Summary of the purposes of the charity as set out in its governing document | Para 1.17 | <ul style="list-style-type: none">• To provide a safe, secure, stimulating and caring environment in which children can learn and develop a sense of achievement through play.• To promote an atmosphere where every child feels that they belong and has a contribution to make, developing their own self-esteem and independence which will help them to make a natural transition to fulltime schooling.• To ensure each child is supported in developing their potential at their own pace by means of developmentally - appropriate play activities and a high level of individual adult input.• To provide activities and experiences that are planned to meet their individual stages of development within the EYFS.• To always look at ways to improve and update the environment, layout, equipment and resources available within the Preschool |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | The programme of activities provided for the children, planned by the staff, is in accordance with and followed the Early Years Foundation Guidelines. Children choose which activities they would like to participate in each session. The staff plan activities on a theme alongside the free play. There is regular access to the garden, which includes a covered space, as well as regular forest school sessions. Planned activities include but are not limited to cooking and making seasonal crafts. The staff work with the children to practice basic phonics work, |

| | | |
|--|-----------|---|
| | | <p>letter recognition and numeracy – appropriate to their age.</p> <p>Preschool is open to all who apply and we operate a waiting list. We accept Nursery Education Funding Grants which means children from any background can attend and we have a diverse intake.</p> <p>In planning our activities and programmes for the children, we keep in mind the Charity Commissions guidance on public benefit at our trustee meetings.</p> |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | |

Additional information (optional)

You may choose to include further statements where relevant about:

| | SORP reference | |
|--|----------------|--|
| Policy on grant making | Para 1.38 | |
| Policy on social investment including program related investment | Para 1.38 | |
| Contribution made by volunteers | Para 1.38 | |
| Other | | |

Achievements and Performance

| | SORP reference | |
|--|----------------|--|
| | | |

| | | |
|--|------------------|--|
| <p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p> | <p>Para 1.20</p> | <p>Providing pre-school education for approximately 50 children in a safe, secure, stimulating, and caring setting.</p> <p>Preschool achieved a 'good' Ofsted grading in October 2016 and continues to provide exciting learning opportunities to children through sessional care.</p> <p>The new management team took up the reigns in January 2018, and continue to develop Preschool offering families in the local community a good early year's provision. Staffing retention has remained stable during this period.</p> <p>We had a successful range of fundraising events including a raffle's and a successful Amazon wish list for families to buy educational toys and board games.</p> <p>Preschool remained open through out Covid 19 pandemic, keeping children, staff and families safe.</p> <p>The trustees have continued and implemented a sustainable business model with forward planning. Ensured Preschool is following all Policies and Procedures and has high priority for Safeguarding procedures.</p> |
|--|------------------|--|

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|------------------|--|
| <p>Achievements against objectives set</p> | <p>Para 1.41</p> | |
| <p>Performance of fundraising activities against objectives set</p> | <p>Para 1.41</p> | |
| <p>Investment performance against objectives</p> | <p>Para 1.41</p> | |
| <p>Other</p> | | |

Financial Review

| | | |
|--|-----------|--|
| Review of the charity's financial position at the end of the period | Para 1.21 | |
| Statement explaining the policy for holding reserves stating why they are held | Para 1.22 | <p>We have a reserves policy to maintain a reserve of £23,000.</p> <p>The reserves are unrestricted funds that are freely available to spend on any of the Trust's charitable purpose. They are held to service an unexpected need for funds, covering unforeseen day-to-day operational costs, a shortfall in income or to fulfil its obligations. Reserve levels are reported as part of the finance report at every Trustees meeting.</p> <p>We currently hold a larger sum than our reserves policy states but this is due to the uncertainty during the ongoing Covid-19 pandemic and the uncertainty of the renewal of our Lease. We are currently not spending money on our building except for emergency work. This is a temporary decision and advised by WCC.</p> <p>. Planned spending has been put on hold as we are not aware of the financial impact that covid or any lease decisions would have and we want to ensure that we remain financially viable.</p> |
| Amount of reserves held | Para 1.22 | £63,349.31 |
| Reasons for holding zero reserves | Para 1.22 | n/a |
| Details of fund materially in deficit | Para 1.24 | none |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|--|-----------|---|
| The charity's principal sources of funds (including any fundraising) | Para 1.47 | <p>The majority of our income arises from Nursery Education Funding Grants and fees from the children attending the Preschool.</p> <p>The trustees, staff and parents, fundraised through the year to support the Preschool, putting on several events for the children and their families to attend.</p> <p>Wages are our greatest expense, as our staff are our greatest asset.</p> |
| Investment policy and objectives including any | Para 1.46 | n/a |

| | | |
|---|-----------|---|
| social investment policy adopted | | |
| A description of the principal risks facing the charity | Para 1.46 | <p>Covid 19 uncertainties placed stress and potential finance risk on Preschool when times were unknown.</p> <p>Limited fundraising events.</p> <p>Ongoing renewal of our lease due to our building not meeting the correct EPC rating. We are awaiting the councils resolution.</p> |
| Other | | |

Structure, Governance and Management

| | | |
|---|-----------|---|
| Description of charity's trusts: | | |
| Type of governing document (trust deed, royal charter) | Para 1.25 | Model CIO Constitution for Childcare Providers 2013 |
| How is the charity constituted? (e.g unincorporated association, CIO) | Para 1.25 | CIO (Charitable Incorporated Organisation) |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | Trustees are appointed or re-appointed annually and the AGM is held in September. |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|-----------|--|
| Policies and procedures adopted for the induction and training of trustees | Para 1.51 | <p>The preschool works to its policies and procedure documents which are updated annually.</p> <p>The playschool was rebranded Telford Preschool in July 2019.</p> <p>Safeguarding of the children attending is always the primary concern of Telford Preschool.</p> <p>The (volunteer) team of Trustees oversees the organisation of the Preschool and the line management of the manager. The manager oversees the day to day running of the Preschool and the line management of all other staff.</p> |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | |
| Relationship with any related parties | Para 1.51 | |
| Other | | |

Reference and Administrative details

| | |
|--------------|-------------------|
| Charity name | Telford Preschool |
|--------------|-------------------|

| | |
|-----------------------------|--|
| Other name the charity uses | None |
| Registered charity number | 1154923 |
| Charity's principal address | Telford Preschool Kelvin Road Leamington Spa CV32 7TE |
| | |

Names of the charity trustees who manage the charity

| | Trustee name | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|--------------------------|------------------------|--|--|
| 1 | Katherine Watson | Chair | | |
| 2 | Francine Stetina-Bhimani | Committee member | | |
| 3 | Adele Carter | Secretary | | |
| 4 | Kate D'Alessandro | Committee member | | |
| 5 | Claire Harman-Sherwood | Committee member | | |
| 6 | | | | |
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Corporate trustees – names of the directors at the date the report was approved

| Director name | | |
|----------------------|--|--|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

Name of trustees holding title to property belonging to the charity

| Trustee name | Dates acted if not for whole year | |
|---------------------|--|--|
| | | |
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| | | |

Funds held as custodian trustees on behalf of others

| | |
|---|--|
| Description of the assets held in this capacity | |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects | |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets | |

Additional information (optional)

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
| | | |
| | | |
| | | |
| | | |

Name of chief executive or names of senior staff members (Optional information)

| |
|--|
| |
|--|

Exemptions from disclosure

Reason for non-disclosure of key personnel details

| |
|--|
| |
|--|

Other optional information

| |
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| |
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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

| | | |
|-------------------------------------|-------------------------|--|
| Signature(s) | <i>Katherine Watson</i> | |
| Full name(s) | Katherine Watson | |
| Position (eg Secretary, Chair, etc) | Chair | |
| Date | 2.2.2022 | |



Section A

Independent Examiner's Report

Report to the trustees/
members of

Telford Preschool

On accounts for the year
ended

31 August 2021

Charity no
(if any)

1154923

Set out on pages

1 - 15

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2021

Responsibilities and
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

Date: 10/06/2022

Name: Rebecca Coles

Relevant professional
qualification(s) or body

ACCA

(if any):

Address:

Section B Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

No matters of concern were identified during the independent examination.

TELFORD PRESCHOOL
REGISTERED CHARITY NO 1154923
RECEIPTS AND PAYMENTS FOR THE YEAR TO 31 AUGUST 2021

| | Notes | Period to 31st August 2021 | Period to 31st August 2020 |
|-----------------------------------|-------|-------------------------------|-------------------------------|
| | | £ | £ |
| Income | | | |
| Funding | | 76,207.29 | 74,174.06 |
| Fees | | 21,023.00 | 16,817.00 |
| Fundraising & Donations | | 381.41 | 1,331.28 |
| Coronavirus Job Retention Grant | | - | 1,168.42 |
| Interest | | 53.53 | 186.21 |
| Total Income | | 97,665.23 | 93,676.97 |
| Less Operating Expenses | | | |
| Accounting, Bookkeeping & Payroll | | 2,193.75 | - |
| Art & Craft Consumables | | 479.36 | - |
| Furniture & Equipment | 2 | 364.40 | 2,994.46 |
| Fundraising Expenses | | - | 330.00 |
| Health, Hygiene & Cleaning | | 1,257.79 | - |
| HMRC & Pensions | | 6,301.23 | 6,320.59 |
| Insurance, ICO & Ofsted | | 829.85 | 680.61 |
| Phone & Broadband | | 789.39 | 732.96 |
| Postage, Printing & Stationery | | 410.01 | - |
| Rent & Rates | | 4,036.26 | 1,833.36 |
| Repairs & Maintenance | | 306.00 | 5,497.56 |
| Snacks & Food | | 154.16 | - |
| Staff & Child Welfare | | 160.80 | - |
| Subscriptions | | 79.99 | - |
| Toys, Books & Resources | | 1,147.68 | - |
| Training and DBS | | 451.00 | 828.16 |
| Utilities | | 4,196.14 | - |
| Wages | | 67,604.72 | 65,634.97 |
| Waste Collection | | 1,322.88 | - |
| Website & Advertising | | 84.00 | - |
| Total Operating Expenses | | 92,169.41 | 84,852.67 |
| Surplus/Deficit | | 5,495.82 | 8,824.30 |
| Cash balances b/f | | 57,853.49 | 49,029.19 |
| Balances c/f | | 63,349.31 | 57,853.49 |

TELFORD PRESCHOOL
REGISTERED CHARITY NO 1154923
STATEMENT OF ASSETS AND LIABILITIES FOR THE YEAR TO 31 AUGUST 2021

| | Notes | Period to 31st August 2021 | Period to 31st August 2020 |
|--------------------------------|-------|----------------------------------|----------------------------------|
| | | £ | £ |
| RESERVES | | | |
| Balance b/f | | 57,853.49 | 49,029.19 |
| Excess income over expenditure | | 5,495.82 | 8,824.30 |
| | | <u>63,349.31</u> | <u>57,853.49</u> |
| CASH FUNDS | | | |
| Current Account | | 17,593.26 | 12,150.97 |
| Deposit Account | | 45,756.05 | 45,702.52 |
| | | <u>63,349.31</u> | <u>57,853.49</u> |
| LIABILITIES | | | |
| Independent Examination | 3 | 180.00 | - |
| PAYE/NI | 4 | 369.55 | - |
| Energy recharge | | - | 1,857.46 |
| Water & sewerage recharge | | - | 221.76 |
| Rent | | - | 1,375.02 |
| | | <u>549.55</u> | <u>3,454.24</u> |
| FUNDS OF THE CHARITY | | | |
| Restricted funds | | - | - |
| Unrestricted funds | | 63,349.31 | 57,853.49 |
| | | <u>63,349.31</u> | <u>57,853.49</u> |

-

**TELFORD PRESCHOOL
REGISTERED CHARITY N
NOTES TO THE ACCOUNTS**

1 ACCOUNTING POLICIES

Basis of Accounting

The financial statements have been prepared on the receipts and payments basis.

Income

All income is included at the time of receipt.

Expenses

All expenditure is accounted for at the time of payment.

2 EQUIPMENT

All equipment purchased by the charity is included under these headings as an expense. No items have been capitalised.

3 INDEPENDENT EXAM AND BOOKKEEPING FEES

£180 due for Independent Examination costs for the 2020-2021 financial year.

4 PAYE/NI

PAYE/NI contributions for the month of August due after 06.09.21.

Telford Preschool

England & Wales - Charity number 1154923

Accounts



Trustees' Annual Report for the period

From 1st September 2019 Period start date To 31st August 2020
Period end date

Charity name: Telford Preschool

Charity registration number: 1154923

Objectives and Activities

| | SORP reference | |
|--|--------------------|---|
| Summary of the purposes of the charity as set out in its governing document | Para 1.17 | <ul style="list-style-type: none">• To provide a safe, secure, stimulating and caring environment in which children can learn and develop a sense of achievement through play.• To promote an atmosphere where every child feels that they belong and has a contribution to make, developing their own self-esteem and independence which will help them to make a natural transition to fulltime schooling.• To ensure each child is supported in developing their potential at their own pace by means of developmentally - appropriate play activities and a high level of individual adult input.• To provide activities and experiences that are planned to meet their individual stages of development within the EYFS.• To always look at ways to improve and update the environment, layout, equipment and resources available within the Preschool |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | The programme of activities provided for the children, planned by the staff, is in accordance with and followed the Early Years Foundation Guidelines. Children choose which activities they would like to participate in each session. The staff plan activities on a theme alongside the free play. There is regular access to the garden, which includes a covered space, as well as regular forest school sessions. Planned activities include but are not limited to cooking and making seasonal crafts. The staff work with |

| | | |
|--|-----------|--|
| | | <p>the children to practice basic phonics work, letter recognition and numeracy – appropriate to their age.</p> <p>Preschool is open to all who apply and we operate a waiting list. We accept Nursery Education Funding Grants which means children from any background can attend and we have a diverse intake.</p> <p>In planning our activities and programmes for the children, we keep in mind the Charity Commissions guidance on public benefit at our trustee meetings.</p> |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | |

Additional information (optional)

You may choose to include further statements where relevant about:

| | SORP reference | |
|--|----------------|--|
| Policy on grant making | Para 1.38 | |
| Policy on social investment including program related investment | Para 1.38 | |
| Contribution made by volunteers | Para 1.38 | |
| Other | | |

Achievements and Performance

| | SORP reference | |
|--|----------------|--|
|--|----------------|--|

| | | |
|--|------------------|---|
| <p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p> | <p>Para 1.20</p> | <p>Providing pre-school education for approximately 50 children in a safe, secure, stimulating, and caring setting.</p> <p>Preschool achieved a 'good' Ofsted grading in October 2016 and continues to provide exciting learning opportunities to children through sessional care.</p> <p>The new management team took up the reins in January 2018, and two other new members of staff joined at this point. The new management team have continued to develop Preschool offering families in the local community a good early year's provision. Staffing retention has remained stable during this period.</p> <p>We had a successful range of fundraising events including a Christmas raffle and Poinsettia sale.</p> <p>Preschool remained open through out Covid 19 pandemic, keeping children, staff and families safe.</p> <p>The trustees have continued and implemented a sustainable business model with forward planning. Ensured Preschool is following all Policies and Procedures and has high priority for Safeguarding procedures.</p> |
|--|------------------|---|

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|------------------|--|
| <p>Achievements against objectives set</p> | <p>Para 1.41</p> | |
| <p>Performance of fundraising activities against objectives set</p> | <p>Para 1.41</p> | |
| <p>Investment performance against objectives</p> | <p>Para 1.41</p> | |
| <p>Other</p> | | |

Financial Review

| | | |
|--|-----------|--|
| Review of the charity's financial position at the end of the period | Para 1.21 | |
| Statement explaining the policy for holding reserves stating why they are held | Para 1.22 | <p>We have a reserves policy to maintain a reserve of £23,000.</p> <p>The reserves are unrestricted funds that are freely available to spend on any of the Trust's charitable purpose. They are held to service an unexpected need for funds, covering unforeseen day-to-day operational costs, a shortfall in income or to fulfil its obligations. Reserve levels are reported as part of the finance report at every Trustees meeting.</p> <p>We currently hold a larger sum than our reserves policy states but this is due to the uncertainty during the Covid-19 pandemic. Planned spending was put on hold as we were not aware of the financial impact that this would have and we wanted to ensure that we remained financially viable. Fortunately we did receive some support from the government and Local Authority so we didn't need to be so financially reserved.</p> |
| Amount of reserves held | Para 1.22 | £57,853 |
| Reasons for holding zero reserves | Para 1.22 | n/a |
| Details of fund materially in deficit | Para 1.24 | none |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|-----------|--|
| The charity's principal sources of funds (including any fundraising) | Para 1.47 | <p>The majority of our income arises from Nursery Education Funding Grants and fees from the children attending the Preschool.</p> <p>The trustees, staff and parents, fundraised through the year to support the Preschool, putting on several events for the children and their families to attend.</p> <p>Wages are our greatest expense, as our staff are our greatest asset</p> |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | n/a |

Structure, Governance and Management

| | | |
|---|-----------|---|
| Description of charity's trusts: | | |
| Type of governing document (trust deed, royal charter) | Para 1.25 | Model CIO Constitution for Childcare Providers 2013 |
| How is the charity constituted? (e.g unincorporated association, CIO) | Para 1.25 | CIO (Charitable Incorporated Organisation) |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | Trustees are appointed or re-appointed annually and the AGM is held in September. |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|-----------|--|
| Policies and procedures adopted for the induction and training of trustees | Para 1.51 | <p>The preschool works to its policies and procedure documents which are updated annually.</p> <p>The original management team retired in December 2017. The Trustees recruited a new management team who started January 2018. The change was managed to maintain staff retention and alleviate parental concerns.</p> <p>The playschool was rebranded Telford Preschool in July 2019</p> <p>Safeguarding of the children attending is always the primary concern of Telford Preschool.</p> <p>The (volunteer) team of Trustees oversees the organisation of the Preschool and the line management of the manager. The manager oversees the day to day running of the Preschool and the line management of all other staff.</p> |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | |
| Relationship with any related parties | Para 1.51 | |
| | | |

| | | |
|-------|--|--|
| Other | | |
|-------|--|--|

Reference and Administrative details

| | |
|-----------------------------|---|
| Charity name | Telford Preschool |
| Other name the charity uses | none |
| Registered charity number | 1154923 |
| Charity's principal address | Telford Prescool Kelvin Road Leamington Spa Cv32 7TE |
| | |

Names of the charity trustees who manage the charity

| | Trustee name | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|--------------------------|------------------|-----------------------------------|---|
| 1 | Katherine Watson | Chair | | |
| 2 | Francine Stetina-Bhimani | Committee member | | |
| 3 | Adele Carter | Secretary | | |
| 4 | Kate D'Alessandro | Committee member | | |
| 5 | Claire Harman-Sherwood | Committee member | | |
| 6 | | | | |
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Corporate trustees – names of the directors at the date the report was approved

| Director name | | |
|---------------|--|--|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

Name of trustees holding title to property belonging to the charity

| Trustee name | Dates acted if not for whole year |
|--------------|-----------------------------------|
| | |
| | |
| | |
| | |
| | |

Funds held as custodian trustees on behalf of others

| | |
|---|--|
| Description of the assets held in this capacity | |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects | |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets | |

Additional information (optional)

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
| | | |
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| | | |

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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|--|

Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

| | | |
|-------------------------------------|------------------|--------------------------|
| Signature(s) | <i>kwatson</i> | <i>Kate D'Alessandro</i> |
| Full name(s) | Katherine Watson | KATHERINE D'ALESSANDRO |
| Position (eg Secretary, Chair, etc) | Chair | Trustee |
| Date | 10.06.2021 | |

Telford PreSchool
Receipts and Payments summary
For the year 1st September 2019 to 31st August 2020

£

Income

| | |
|---------------------------------|------------------|
| Fees | 16,817.00 |
| NEF Grants | 74,174.06 |
| Fundraising and Donations | 1,331.28 |
| Coronavirus Job Retention Grant | 1,168.42 |
| Bank Interest | 186.21 |
| | <u>93,676.97</u> |

Expenditure

| | |
|------------------------------------|------------------|
| Wages | 65,634.97 |
| HMRC & Pensions | 6,320.59 |
| Equipment | 2,994.46 |
| Maintenance | 3,431.31 |
| Accounting, book keeping & payroll | 2,066.25 |
| Phone/Broadband | 732.96 |
| Rent | 1,833.36 |
| Training and DBS | 828.16 |
| Electricity | 0.00 |
| Fundraising Expenses | 330.00 |
| Insurance, ICO & Ofsted | 680.61 |
| | <u>84,852.67</u> |

Excess income over expenditure

8,824.30

Cash funds last year end

49,029.19

Cash funds this year end

57,853.49

The cash funds at the year end comprise:

| | |
|-------------------------|-------------------------|
| Current account | 12,150.97 |
| Deposit account | 45,702.52 |
| Total cash funds | <u>57,853.49</u> |

All the funds of the Charity are unrestricted funds.



Section A Independent Examiner's Report

**Report to the trustees/
members of** Telford PreSchool

**On accounts for the year
ended** 31st August 2020 **Charity no
(if any)** 1154923

Set out on pages 3 (remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2020

**Responsibilities and
basis of report** As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement** I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed: Carolyn S Wilkinson **Date:** 23/6/21

Name: Carolyn S Wilkinson

**Relevant professional
qualification(s) or body
(if any):** Member of the ICAEW

Address: 9 Hopton Crofts
CV32 6NT

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

No matters of concern were identified.

Telford PreSchool
Receipts and Payments summary
For the year 1st September 2019 to 31st August 2020

| | £ |
|---|-------------------------|
| Income | |
| Fees | 16,817.00 |
| NEF Grants | 74,174.06 |
| Fundraising and Donations | 1,331.28 |
| Coronavirus Job Retention Grant | 1,168.42 |
| Bank Interest | 186.21 |
| | <u>93,676.97</u> |
| Expenditure | |
| Wages | 65,634.97 |
| HMRC & Pensions | 6,320.59 |
| Equipment | 2,994.46 |
| Maintenance | 3,431.31 |
| Accounting, book keeping & payroll | 2,066.25 |
| Phone/Broadband | 732.96 |
| Rent | 1,833.36 |
| Training and DBS | 828.16 |
| Electricity | 0.00 |
| Fundraising Expenses | 330.00 |
| Insurance, ICO & Ofsted | 680.61 |
| | <u>84,852.67</u> |
| Excess income over expenditure | <u>8,824.30</u> |
| Cash funds last year end | 49,029.19 |
| Cash funds this year end | 57,853.49 |
| The cash funds at the year end comprise: | |
| Current account | 12,150.97 |
| Deposit account | 45,702.52 |
| Total cash funds | <u>57,853.49</u> |

All the funds of the Charity are unrestricted funds.